

**SUGGESTIONS TO APPLICANTS FOR PERMITS TO IMPORT
PLANT PROPAGATING MATERIAL UNDER QUARANTINE NO. 37**

A. **IMPORTANT:** Permits are issued *only* to persons or firms resident in the United States, its territories, and possessions. Applications are required to show the applicant's ***HOME OR BUSINESS STREET ADDRESS*** (in addition to post office box if necessary). Plant materials imported by mail are directed from the inspection station to your home or business street address, not to the P.O. Box (unless no other address is available).

B. **ATTENTION: ONLY SOIL-FREE PLANTS ARE ADMISSIBLE.** In addition, certain plants are either restricted or prohibited entry. Therefore, your application (enclosed if appropriate) must include the following information:

- **Material to be Imported:** General categories of plants such as bromeliads, orchids, ferns, and succulents (which include cacti) may be listed. Seeds require the botanical or accepted English name. ***ONLY PULP-FREE SEEDS ARE ADMISSIBLE FOR PLANTING.***

- All other categories of plants must also be listed by the scientific (botanical) or accepted English name. Foreign language (colloquial and provincial) names are not acceptable. Applications may be returned for additional information if the botanical names are not given.

- Imported cut flowers for propagation are also subject to Quarantine 37 requirements.

- **Origin of Material:** All countries of origin must be listed. All plants and seeds must be listed separately by countries of origin.

- **Most Canadian plants and seeds** are admissible without a written permit. However, because pests occur in limited areas of Canada, an application should be submitted giving city and province so that we may determine the entry status of the plant material.

- **Mexican States** should be listed when known. This information will help expedite your permit request.

- **Means of Importations:** Applicants should state whether importation is to be made by surface parcel post, air parcel post, air mail, express, air express, freight, air freight, or as personal baggage. The word "*air*" alone is not sufficient (only [*air*] parcel post and [*air*] mail are classified as mail).

- **Mail Importations:** The green and yellow mailing label should be sent to the foreign shipper for each parcel of plant material. The reverse side of each label provides pertinent information which the permittee must convey to the shipper. Translations of these instructions are available in French, German, and Spanish from our office. Further information regarding mail shipments is included with your permit.

- **Importations other than mail:** A customs broker is required at your expense to arrange for freight, cargo, or unaccompanied baggage shipments. A list of customs brokers may be obtained by writing to National Customs Brokers and Forwarders Association of America, 1 World Trade Center, Suite 1109, New York, New York 10048. Telephone (212) 432-0050. Applicants living in large cities may be able to find a list of customs brokers in their telephone directory.

- **Port(s) of Arrival:** This column in your application is used **only** when importations are made other than by mail.

- **Permits** should be procured well in advance of anticipated shipments if loss of material, delay in clearance, and unnecessary expenses are to be avoided. ***ORDERS SHOULD NOT BE PLACED UNTIL THE PERMIT AND INSTRUCTIONS HAVE BEEN RECEIVED.*** There is no charge for a permit or mailing labels.

- **Ports** listed below are the only ones which have inspection station facilities. ***Written permits are not issued for other ports.***

- **Mexican Border:** Brownsville, Laredo, and El Paso, Texas; Nogales, Arizona; and San Diego (San Ysidro), California.

- **Atlantic Coast:** Miami and Orlando, Florida; New York (including JFK International Airport and Hoboken, New Jersey,); San Juan, Puerto Rico.

- **Gulf Ports:** Brownsville and Houston, Texas; Miami, Florida; and New Orleans; Louisiana.

- **Pacific Ports:** Honolulu, Hawaii; Los Angeles (Inglewood), San Diego (San Ysidro), San Francisco, California; and Seattle, Washington.

- Only small quantities (up to 12) of soil-free plant materials not subject to special restrictions or prohibitions may be imported as passenger baggage at other international arrival ports provided an inspector from our Service is on duty and has time to inspect the material. Commercial importations are not to be imported at these ports.

- TRAVEL TO BAHAMAS AND BERMUDA: Plant propagating material cannot be brought back by passenger baggage. Arrangements should be made to mail plant propagating material or to send it by cargo or freight at your expense. Further shipping instructions (Circular Q.37-2) will be included with your permit.

NOTE: Your application may be returned if it does not contain sufficient information.